

STATEWIDE RFA TECHNICAL ASSISTANCE CALLS  
MEETING MINUTES

January 2, 2019

Time: 1:30 pm – 2:30 pm

Location: Conference Call

Call-In: 877-873-8017 Code: 5396369

County TA Questions	CDSS Response	Action Item
1) Is the county required to schedule a legal consult upon ceasing the review of an RFA application?	No, the cessation does not equate to a denial and, therefore, no legal consult is required.	None.

**Updates:**

- Ceasing Review of RFA Application: Pursuant to Senate Bill (SB) [1083](#), **effective January 1, 2019**, counties are authorized to cease review of an RFA application if, after written notice by the county, the applicant fails to complete the application process. This provision allows the county to retain the application and permits the resumption of the application process within 12 months of the cessation. This provision is not applicable if a child has been placed with an applicant on an emergency basis (pursuant to Welfare and Institutions Code (W&IC) sections [309](#), [361.45](#)) or for a compelling reason (pursuant to W&IC section [16519.5\(e\)](#)). The application cessation is not considered a denial and therefore does not trigger due process. Language regarding application cessation will be included in the next version of the Written Directives.
- Application Withdrawal: Pursuant to SB [1083](#), **effective January 1, 2019**, an applicant is permitted to withdraw their application prior to approval or denial and may resume the application process if it occurs within 12 months of the withdrawal. It should be noted that a county may require that previously completed approval requirements be completed again. Language regarding application withdrawal will be included in the next version of the Written Directives.
- The Child Welfare Services Case Management System (CWS/CMS) will be updated to include the coding of a cessation and a withdrawal of an RFA application.

**Next Meeting:** February 6, 2019, 1:30 pm – 2:30 pm